

REPORTS INVENTORY						CONTROL NO.	
PREPARE IN DUPLICATE							
1. TITLE OF REPORT (if a fill-in report include Form No.)  Alpha Roster of Re-employed Annuitants						2. TYPE OF REPORT <div style="display: flex; justify-content: space-between;"><div>STATISTICAL</div><div><input type="checkbox"/></div></div> <div style="display: flex; justify-content: space-between;"><div>NARRATIVE</div><div><input type="checkbox"/></div></div> <div style="display: flex; justify-content: space-between;"><div>MACHINE-NAME LISTING</div><div><input checked="" type="checkbox"/></div></div>	
3. FUNCTIONAL AREA		<div style="display: flex; justify-content: space-between;"><div><input checked="" type="checkbox"/> PERSONNEL</div><div>TRAINING</div></div> <div style="display: flex; justify-content: space-between;"><div>LOGISTICS</div><div>SECURITY</div></div> <div style="display: flex; justify-content: space-between;"><div>MEDICAL</div><div>FINANCE</div></div>		ADMIN. GENERAL OTHER (specify)			
4. NO. OF COPIES PREPARED  3		5. FREQUENCY (weekly, monthly, quarterly, etc.)  monthly			6. DISTRIBUTION (No. of components not number of copies)  5		
7. FORMAT (memorandum, form computer print-out, etc) computer		8. ADP PROCESSING <div style="display: flex; justify-content: space-between;"><div><input checked="" type="checkbox"/> YES</div><div>IF YES GIVE ADP PROCESSING NO.</div></div> <div style="display: flex; justify-content: space-between;"><div>NO</div><div>313A</div></div>			9. DIRECTIVE AUTHORITY REQUIRING REPORT  Ex. Dir-Compt memo, 24 Sept 1968		
10. PREPARING COMPONENT (include lowest level contributing information to report)  CPD				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)			
12. COST FACTORS							
A. MANUAL PREPARATION AND REVIEW COSTS							
GRADE	HOURLY RATE	<input checked="" type="checkbox"/> HOURS PER REPORT	=	COST PER REPORT	<input checked="" type="checkbox"/> TIMES PREPARED	=	COST PER YEAR
B. COSTS OF COMPUTER PRODUCED REPORTS							
OCS cost	.03 per page	90		\$2.70	12		\$32.40
TOTAL COSTS PER YEAR							
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (In addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.  Provide basic information required to manage and control Agency non-staff personnel. First report December 1968, Executive Director-Comptroller established requirement.							
14. FUTURE GOALS							
GOAL PROPOSED BY COMPONENT FOR THIS REPORT <div style="display: flex; justify-content: space-between;"><div><input checked="" type="checkbox"/> RETAIN AS IS</div><div><input type="checkbox"/> OTHER (explain)</div></div> <div style="display: flex; justify-content: space-between;"><div>CHANGE</div><div> </div></div> <div style="display: flex; justify-content: space-between;"><div>DISCONTINUE</div><div> </div></div>						ESTIMATED SAVINGS	
16. DATE OF INVENTORY  9 October 1970						18. EXTENSION	